

The PCC of St Michael's, Framlingham
Annual Report and Financial Statements
for the year to 31 December 2021

Aim and purposes:

St. Michael's Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Christopher Davey, in promoting the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church of St Michael, St Michael's Rooms and for the management of the project to replace St Michael's Rooms with a new building, Castle Community Rooms.

Administrative information:

St. Michael's is part of the Diocese of St Edmundsbury and Ipswich within the Church of England. The correspondence address is The Church Office, St Michael's Rooms, St Michael's Close Framlingham IP13 9BJ. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and became a registered charity on 23rd February 2009, Charity Number 1128206, with the Charity Commission.

PCC members who have served from the Annual Parish Meeting in September 2020 are:

Elected Members:

Peter Lamb
Adrian Morgan
Margaret Wilkins
Wendy Phelan
Edith Peck
Jeffery Burt
Chris Wasmuth
Catherine Johnson
Caroline Foster (Vice Chair)
Peter Smith

Ex Officio members:

Incumbent:

Christopher Davey

Associate Priest:

Mary Lamb

Reader:

Edith Peck
Terry Gilder

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Warden:

Sandy Rowles

Deanery Synod:

Sandra Whalley-Maude

Alan Rabjohn

Edith Peck

Objectives and Activities:

The PCC is committed to encouraging people to worship at our church and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through sacrament, scripture, prayer and music.

When planning our activities, the incumbent and the PCC work together to enable Christian people to live out their faith as part of our parish community through:

- o Worship and prayer;
- o Learning about the Gospel;
- o Developing their knowledge and trust in God.
- o Provision of pastoral care for people living in the parish.
- o Work with children and young people
- o Missionary and outreach work.

In addition to this the PCC exercise their responsibility to maintain the fabric of our Church of St. Michael, St Michael's Rooms and for the management of the project to replace St Michael's Rooms with a new building, Castle Community Rooms.

Achievements and Performance

Worship and Prayer:

A range of services is offered on Sundays and during the week and over the course of the year that endeavour to meet the spiritual needs of our community.

For example, Sunday morning 8.00am Book of Common Prayer Communion provides a quiet, and reflective environment for traditional worship.

The main service on Sundays is the 9.30 Parish Eucharist which is enhanced by a sermon and music provided by our choir and organ. On the first Sunday of the month a different style of service is held, a Family Service sometimes a Family Communion, which is more inclusive and specifically welcomes children and young people to be totally engaged in the worship. On the third Sunday there is 'Alive@4' a service for families with activities and tea and occasionally there are services for remembrance, for Healing and Wholeness, or other services. A mid-week Holy Communion service is held at 10.30 a.m. each Wednesday. The Major Feast Days of the Church's year are observed throughout the year.

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During 2021 Covid 19 restrictions were lifted which allowed the church to return fully to its normal pattern of worship. Numbers of worshipers have grown as people have become more confident in this.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping.

During the year we have celebrated 2 baptism, 7 wedding and held 10 funerals in our church (or at the crematorium) this year.

Many people are involved in the spiritual and practical work of the parish and this is how it should be as we use our gifts together and respond to the challenges and opportunities of a considerable growth in the population of the town.

Growing in God – Our Mission in Framlingham:

The PCC continue to focus on growth and particularly service both to the town but also the wider community. During 2021 we supported local and international charities with financial donations. We have been active in our support of the needs of the Ukrainian people following the Russian invasion. We hosted a collection point for clothes and urgent supplies, held a prayer peace vigil, a community coffee morning and we have flown the Ukrainian flag on our tower to show our support at such a challenging time.

As part of our work in the community along with representatives of the other churches in the town we organize a branch of the Waveney Food bank that serves the needs of those in Framlingham and the surrounding parishes.

Deanery Synod:

Three members of the PCC sit on the Deanery Synod. This provides the PCC with important links between the parish and the wider structures of the church.

The Church:

Our church is open to our community for private prayer during daylight hours throughout the year. During 2021 routine maintenance of the building and churchyard monuments was done

The Church Yard wall which remains the responsibility of the PCC even though the church yard closed over twenty years ago collapsed in the autumn of 2021. This will present a large challenge for the PCC who will need to plan for its rebuilding and, as no insurance claim is associated with the collapse, will need to secure funding for the rebuilding and repair. The Town Council are undergoing major tree works by removing the Lime Trees along this boundary and work cannot commence until this work is complete.

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Huge thanks are owed to Sandy Rowles and those who assist her and who have helped doing repairs large and small spending their time to save us considerable amounts of money.

St Michael's Rooms:

During 2022 the demolition of St Michael's Rooms after 130 years of service to the community took place to allow for the rebuilding of a new Community/church building named Castle Community Rooms. Much of the funding for the new building is in place thanks to grants and donations and our thanks go to the build team and the fundraising team for their continued work as we begin the build. A financial deficit remains but fundraising is ongoing and we are confident that funds will be in place to allow for the completion of Castle Community Rooms by the end of 2022.

A Restricted fund and associated bank account remain in place for this project.

Ecumenical Relationships:

The church is a member of Churches Together in Framlingham. It meets regularly to discuss matters relating to all the churches in Framlingham, and to plan and implement joint activities.

Financial Review:

There has been an Independent Examination of the accounts. The total receipts on ordinary (unrestricted) funds were £83,861 (2020: £76,438) and are detailed in the Financial Statements. £73,099 (2020: £81,310) was spent to provide the Christian Ministry from St Michaels Church, which includes the contribution of £45,069 (2020: £57,000) to the Diocesan Parish Share. The net result for the year, taking into account restricted and designated funds, was an excess of income over expenditure of £77,910 (2020: £24,569).

Reserves policy:

The PCC's reserves policy is to seek to hold £20k in unrestricted reserves to cover running costs in the event of a major problem, and a building repair reserve of £15k to cover the outcome of any urgent work identified.

Our thanks to our treasurer Margaret Wilkins who has so ably managed the church's accounts and its finances, and all the other members of the PCC for their valuable contribution to our ministry and for keeping the church running.

Volunteers:

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is, helping the worship, the caring, our learning and our building.

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Structure, governance and management:

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Michael's the membership of the PCC consists of the incumbent, associate priest, reader, churchwardens, Deanery Synod representatives, and members elected by those members of the congregation who are on the electoral roll of the church. The PCC from time to time appoints co-opted members. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The full PCC met 9 times during the year.

Thanks to those who have served and contributed to our shared life and development.

Approved by the PCC on 15 May 2022 and signed on their behalf by:

Revd. Chris Davey (Priest in charge)

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Independent examiner's report to the members of the Parochial Church Council of St Michael's, Framlingham ('the PCC')

This report has been prepared following an independent examination of the accounts of the PCC for the year ended 31 December 2021, in accordance with section 145 of the Charities Act 2011 ('the Act') and the Church Accounting Regulations 2006 ('the Regulations').

Responsibilities of members of the PCC

As members of the PCC, you are responsible for maintaining proper accounting records and for preparing accounts which have been prepared in accordance with the Regulations.

You are also responsible for determining whether, in respect of the year (and the preceding two years), the PCC meets the conditions for exemption from an audit of the accounts set out in section 144(1) of the Act and the Regulations, and for providing me with information and explanations required for my examination.

Responsibilities of the independent examiner

As an independent examiner I have a statutory duty to state in my report whether any matter has come to my attention in connection with the examination which gives me reasonable cause to believe that in any material respect:

- accounting records have not been properly kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records or do not comply with the Regulations.

I also have a statutory duty to disclose in my report matters coming to my attention in connection with the examination to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Scope of the independent examiner's work

My work was carried out in accordance with general directions setting out the duties of an independent examiner issued by the Charity Commission and as contained in the Church guidance.

My examination included a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also included a review of the accounts and consideration of any unusual items or disclosures identified and seeking explanations from the PCC concerning any such matters.

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Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Regulations other than any requirement that the accounts give a true and fair view, which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Dominic Carter
FCA

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STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021

	Note	Unrestricted funds £	Restricted funds £	Designated funds £	Total 2021 £	Total 2020 £
INCOMING RESOURCES						
Incoming resources from donors	1a	68,182	13,950	-	82,132	65,883
Other voluntary incoming resources	1b	1,200	136,131	310	137,641	54,887
Incoming resources from operating activities						
To further the PCC's objectives	1c	9,073	205	4,113	13,390	8,638
To generate funds	1d	3,178	4,410	-	7,588	3,827
Income from investment	1e	18	76	-	94	197
Other incoming resources	1f	2,210	1,107	-	3,317	5,166
Total incoming resources		83,861	155,879	4,423	244,163	138,598
RESOURCES EXPENDED						
Cost of generating funds	2a	-	521	1,646	2,167	7,546
Activities directly relating to the work of the Church	2b	62,921	90,249	738	153,908	98,829
Governance costs	2c	10,178	-	-	10,178	7,654
Total resources expended		73,099	90,770	2,384	166,252	114,029
Net incoming resources		10,762	65,110	2,039	77,910	24,569
Gain on investments		-	392	-	392	176
		10,762	65,502	2,039	78,303	24,745
Balance brought forward at 1 January 2021		45,769	94,016	4,528	144,313	119,568
Balance carried forward at 31 December 2021		56,532	159,518	6,567	222,617	144,313

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BALANCE SHEET AS AT 31 DECEMBER 2021

	Note	2021 £	2020 £
FIXED ASSETS			
Investments	4	3,115	2,723
CURRENT ASSETS			
Stock		3,500	3,800
Debtors	5	39,974	14,499
Cash at bank and in hand		176,301	123,291
		219,775	141,590
CURRENT LIABILITIES			
Amounts falling due within one year	6	(273)	-
NET ASSETS			
		222,617	144,313
FUNDS			
Unrestricted	3	56,532	45,769
Restricted	3	159,518	94,016
Designated	3	6,567	4,528
		222,617	144,313

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NOTES TO THE ACCOUNTS

1. INCOMING RESOURCES

	Unrestricted funds £	Restricted funds £	Designated funds £	Total 2021 £	Total 2020 £
1a. Incoming resources from donors					
Committed giving under Gift Aid	46,104	-	-	46,104	35,010
Committed giving not gift aided	4,123	2,480	-	6,603	4,235
Planned giving via pew envelopes	1,883	-	-	1,883	1,613
Planned giving - income tax recovered	2,285	-	-	2,285	8,090
Income tax recoverable	10,987	11,470	-	22,457	15,998
Collection plate	1,800	-	-	1,800	938
Legacies and bequests	1,000	-	-	1,000	-
	<u>68,182</u>	<u>13,950</u>	<u>-</u>	<u>82,132</u>	<u>65,883</u>
1b. Other voluntary incoming resources					
Grants	-	250	-	250	859
Flowers	-	-	310	310	405
Donations/appeals	1,200	-	-	1,200	7,460
Castle Community Rooms	-	120,881	-	120,881	36,163
Sing Praise	-	15,000	-	15,000	10,000
	<u>1,200</u>	<u>136,131</u>	<u>310</u>	<u>137,641</u>	<u>54,887</u>
1c. Incoming resources from operating activities to further PCC objectives					
Church lettings	-	205	-	205	-
Church Hall lettings	-	-	4,113	4,113	4,605
Other fees	3,781	-	-	3,781	1,829
Wall safe	5,292	-	-	5,292	2,204
	<u>9,073</u>	<u>205</u>	<u>4,113</u>	<u>13,390</u>	<u>8,638</u>
1d. Incoming resources from operating activities to generate funds					
Other fund raising	3,178	4,410	-	7,588	3,827
	<u>3,178</u>	<u>4,410</u>	<u>-</u>	<u>7,588</u>	<u>3,827</u>
1e. Income from investment					
Investment income	18	76	-	94	197
	<u>18</u>	<u>76</u>	<u>-</u>	<u>94</u>	<u>197</u>
1f. Other incoming resources					
Clergy expenses	25	-	-	25	187
VAT refunds	1,132	-	-	1,132	3,954
Utilities	1,041	-	-	1,041	986
Printing and stationery	12	-	-	12	39
Bell ringers	-	1,107	-	1,107	-
	<u>2,210</u>	<u>1,107</u>	<u>-</u>	<u>3,317</u>	<u>5,166</u>
Total incoming resources	<u>83,861</u>	<u>155,879</u>	<u>4,423</u>	<u>244,163</u>	<u>138,598</u>

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2. RESOURCES EXPENDED

	Unrestricted funds £	Restricted funds £	Designated funds £	Total 2021 £	Total 2020 £
2a. Costs of generating funds					
Fund raising	-	521	-	521	288
Church hall expenses	-	-	1,646	1,646	7,259
	-	521	1,646	2,167	7,546
2b. Activities directly relating to work of Church					
Diocesan Parish Share	45,069	-	-	45,069	57,000
Clergy expenses	31	-	-	31	630
Church running expenses	3,847	-	-	3,847	3,623
Insurance	4,160	-	180	4,340	5,070
Church maintenance	6,385	3,308	-	9,692	6,085
Upkeep of services	-	-	-	-	2,812
Salary of organist	2,982	-	-	2,982	1,366
Donations	448	800	-	1,248	2,632
Flowers	-	-	558	558	338
Wedding fees	-	815	-	815	-
Other FOSM expenditure	-	68	-	68	65
Castle Community Rooms	-	74,885	-	74,885	10,976
Sing Praise	-	10,373	-	10,373	8,233
	62,921	90,249	738	153,908	98,829
2c. Governance costs					
Printing and stationery	440	-	-	440	304
Administrator	5,616	-	-	5,616	5,616
Miscellaneous costs	4,121	-	-	4,121	1,735
	10,178	-	-	10,178	7,654
Total resources expended	73,099	90,770	2,384	166,252	114,029

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3. FUND SUMMARY

	As at 1.1.21 £	Surplus/ (deficit) £	As at 31.12.21 £
Unrestricted Funds			
PCC General Fund	45,769	10,762	56,532
Restricted Funds			
Tombs Fund	9,366	250	9,616
Friends of St Michael's Fund	36,045	2,633	38,678
Bells Fund	3,045	363	3,408
Friends of Delhi Brotherhood	783	(230)	553
Sing Praise	9,784	4,627	14,411
Castle Community Rooms	33,780	57,466	91,246
Gain/(loss) on investments	1,213	392	1,605
	<u>94,016</u>	<u>65,502</u>	<u>159,518</u>
Designated Funds			
Church Hall Fund	3,650	2,287	5,937
Church Flower	717	(248)	469
Food Bank	161	-	161
	<u>4,528</u>	<u>2,039</u>	<u>6,567</u>
	<u>144,313</u>	<u>78,303</u>	<u>222,617</u>

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4. INVESTMENTS

The following investments are held with the Diocesan Board of Finance and the interest is paid into the church account. The income from the Buckmaster charity is for the repair and maintenance, upkeep and improvement of the church.

The investments are included on the balance sheet at market value at 31 December and any gain or loss is taken to the Statement of Financial Activity.

	Buckmaster	Fabric & Organ	Bell Ropes	Total
	£	£	£	£
Value at 31 December 2020	152	138	2,433	2,723
Movement in valuation	22	20	350	392
Value at 31 December 2021	<u>174</u>	<u>158</u>	<u>2,783</u>	<u>3,115</u>

5. DEBTORS

	2021	2020
	£	£
Tax recoverable from Gift Aid	36,956	14,499
Church Hall lettings	2,233	-
Prepayments	785	-
	<u>39,974</u>	<u>14,499</u>

6. CREDITORS

	2021	2020
	£	£
Accruals	49	-
Christmas collection charity donation	224	-
	<u>273</u>	<u>-</u>

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7. ANALYSIS OF NET ASSETS

	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total 2021 £	Total 2020 £
Investments	-	3,115	-	3,115	2,723
Current assets	56,756	156,403	6,616	219,775	141,590
Current liabilities	(224)	-	(49)	(273)	-
	<u>56,532</u>	<u>159,518</u>	<u>6,566</u>	<u>222,617</u>	<u>144,313</u>

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8. EMPLOYEES

	2021	2020
	£	£
During the year the number of employees paid for by the charity was:	<u>2</u>	<u>2</u>
	2021	2020
	£	£
Employment costs	5,616	5,616
Organist	<u>2,982</u>	<u>1,366</u>
	<u>8,598</u>	<u>6,982</u>
Payment to highest paid employee	<u>5,616</u>	<u>5,616</u>